

# Validation Report

## VALIDATION

Section	Status	Issue
DOCUMENT CONTROL	Issue	No names, titles, or dates filled; "Prepared" and "Endorsed" fields are blank.
Table of Contents	No Issue	
About the organization	Issue	License number, exact employee count, and org chart are not confirmed; some fields marked "[Requires Client Input]".
1.1. Purpose, Scope, and Users	No Issue	
1.2. Exclusions	Issue	Exclusion for Clause 8.3 (Design) is not confirmed; marked "potentially applicable"—needs client confirmation.
1.3. Definitions	No Issue	
2.1. Understanding the Organization and its Context	No Issue	
2.2. Understanding the Needs and Expectations of Interested Parties	No Issue	
2.3. Determining the Scope of the Integrated Management System	Issue	Scope document is referenced but not included; actual scope statement not shown in the template.
2.4. Integrated Management System and its Processes	No Issue	
3.1.1. General (Leadership and Commitment)	No Issue	
3.1.2. Customer Focus	No Issue	
3.2. IMS Policies	No Issue	
3.3. Organizational Roles and Responsibilities	Issue	

Section	Status	Issue
		References to lists and records, but actual roles, responsibilities, and authorities are not detailed.
3.4. Consultation and Participation of Workers	No Issue	
4.1.1. General (Actions to Address Risks and Opportunities)	No Issue	
4.1.2. Environmental Aspects	No Issue	
4.1.3. Hazard Identification and Assessment of Risks and Opportunities	No Issue	
4.1.4. Compliance Obligations	No Issue	
4.1.5. Planning Actions	No Issue	
4.2. IMS Objectives and Planning to Achieve Them	No Issue	
4.2.1. Setting and Monitoring Objectives	No Issue	
4.3. Planning Changes	No Issue	
5.1. Resources	No Issue	
5.2. Competence	No Issue	
5.3. Awareness	No Issue	
5.4. Communication	No Issue	
5.4.1. Documented Information	No Issue	
6.1. Organizational Planning and Control	No Issue	
6.2. Requirements for Products and Services	No Issue	
	Issue	

Section	Status	Issue
6.3. Design and Development of Products and Services		Applicability of design/development process (Clause 8.3) is not confirmed; needs client confirmation.
6.4. Control of Externally Provided Processes, Products, and Services	No Issue	
6.5. Production and Service Provision	No Issue	
6.6. Release of Products and Services	No Issue	
6.7. Control of Nonconforming Outputs	No Issue	
6.8. Emergency Preparedness and Response	No Issue	
7.1.1. General (Monitoring, Measurement, Analysis, and Evaluation)	No Issue	
7.1.2. Customer Satisfaction	No Issue	
7.1.3. Analysis and Evaluation of Compliance	No Issue	
7.2. Internal Audit	No Issue	
7.3. Management Review	No Issue	
8.1. General (Improvement)	No Issue	
8.2. Incident, Nonconformity, and Corrective Action	Issue	Section is incomplete; the text is cut off mid-sentence.
8.3. Continual Improvement	Issue	Not present in the completed template; section is missing.

## Summary of Validation

The completed template for ALEC Engineering and Contracting L.L.C. is generally well-aligned with the ISO requirements and the company

information provided. However, several issues require attention before the IMS Manual can be considered fully validated:

- **Document Control:** The document lacks completion of the control table (names, titles, dates).
- **About the Organization:** Some key company details (license number, employee count, org chart) are missing or marked as needing client input.
- **Exclusions (1.2) and Design/Development (6.3):** The applicability of Clause 8.3 (Design and Development) is not confirmed and is critical for ISO 9001 compliance. This must be clarified with the client.
- **Scope (2.3):** The actual scope statement is referenced but not shown; it should be explicitly included.
- **Roles and Responsibilities (3.3):** While referenced, the actual details are not provided; these should be explicitly stated or appended.
- **Improvement (8.2, 8.3):** The section on Incident, Nonconformity, and Corrective Action is incomplete, and the Continual Improvement section is missing.
- **General:** Several referenced documents and procedures are not included or attached, which may be acceptable for a summary manual but should be available for a full audit.

#### **Conclusion:**

The IMS Manual draft is comprehensive and reflects ALEC's operations and ISO requirements, but it is not fully complete or ready for audit/approval. The missing and incomplete sections, especially regarding exclusions, scope, and improvement, must be addressed, and all "[Requires Client Input]" fields must be finalized.